

**January 24, 2005**

**WEST VIRGINIA BULLETIN NO: WV120-5-3**

**SUBJECT: ADS-Personal Property-Vehicle Management**

**Purpose: To request vehicle inspections reports.**

**Expiration Date: This bulletin expires September 30, 2005.**

**Action Required By:    Field Office: March 11, 2005  
   Area Office: March 25, 2005**

In accordance with [Amendment WV23](#), dated January, 2004, NRCS requires all vehicles owned by NRCS to be inspected every calendar year.

The inspection dates have changed due to a request from NHQ for this year only.

Please forward all required forms, letters and documentation, as stated in the General Manual-Title 120-Part 405-[WV Amendment #23](#), dated January 2004, by the action required by dates listed above.

If you have other questions, please contact Charlotte Wertz, State Administrative Officer at (304) 284-7551 or Leonard Jackson, Program Assistant at (304) 284-7550 or by email.

/s/

**LILLIAN V. WOODS**  
**State Conservationist**

**DIST: E**